

**Promotor (a) or Community Health Worker (CHW)
Meeting Minutes
Friday, September 23, 2016
10:00 a.m. – 12:30 p.m.**

**Department of State Health Services - DSHS Central Office
1100 West 49th Street Austin, TX 78756
Conference Room M-204**

Agenda Item 1: Welcome & Introductions

Claudia Bustos, Presiding Officer, called the Promotor(a) or Community Health Worker (CHW) Training and Certification Advisory Committee meeting to order. Ms. Bustos welcomed participants and called roll of committee members present. Table 1 notes committee member attendance.

Table 1: Promotor (a) or Community Health Worker (CHW) Committee member attendance at the Friday, September 23, 2016 meeting.

MEMBER NAME	YES	NO	P	MEMBER NAME	YES	NO	P
S. Kim Bush			X	Jeri Hallberg Harmon Griffin		X	
Claudia Bustos			X	Bobby D. Hansford			X
Mérida Escobar			X	Dr. Julie St. John			X
Gary Glenn Eagleton			X	Oscar J. Muñoz			X
Rosalía Guerrero			X				

Yes: Indicates attended the meeting

No: Indicates did not attend the meeting

P: Indicates participated by phone

DSHS Staff present: Adrianna Flores, Beatrice Smith, Beverly MacCarty, Monica Maldonado, and Caly Fernández

Stakeholders present: Five stakeholders attended the meeting in person and an additional 48 stakeholders joined the meeting via webinar/phone.

Agenda Item 2: Approval of Minutes (July 29, 2016) | Presenter Claudia Bustos, Presiding Officer

Discussion: The committee reviewed minutes from the July 29, 2016 CHW Advisory Committee meeting. Rosalia Guerrero moved to approve the minutes and Mérida Escobar seconded the motion. With no nays and no abstentions, the motion was approved with a unanimous vote.

Agenda Item 3: Public Comment

There was no public comment offered.

Agenda Item 4: CHW Spotlight - Sendero Health Plan, A Tu Lado - By Your Side | Presenter Mayra Lopez

Discussion: Ms. Mayra Lopez presented information on Sendero Health Plan's CHW A Tu Lado Program. This program engages CHWs to provide home visits and follow up care for post-partum mothers and patients with diabetes. The program utilizes assessments at each visit to track progress, lab results, and member satisfaction.

Agenda Item 5: Oral Health Trainings for CHWs | Presenter Diane Rhodes, Texas Dental Association (TDA)

Discussion: Diane Rhodes briefly reviewed the development of an oral health training curriculum for CHWs. The goal of TDA is to develop a comprehensive CHW oral health module covering all ages that can be made available to all training programs at no cost.

Next Steps: Ms. Rhodes will forward the draft modules for review by Advisory Committee members.

Agenda Item 6: Shared Curriculum Report | Presenter Emilie Prot, DO, Preventive Medicine Resident, DSHS

Discussion: Dr. Emilie Prot discussed the development of a list of CHW or Instructor curricula that training programs have agreed to share. The potential to share approved curricula between training programs will improve consistency of training and, most importantly, increase statewide availability of DSHS certified curricula. This will allow a more diverse selection of courses offered for CHWs and instructors across Texas.

Next Steps: The list of shareable curricula will be posted to the DSHS CHW website in the near future. DSHS will send an email to CHW and Instructor training program contacts and certified instructors when the list is posted.

Agenda Item 7: Advisory Committee Workgroup Updates

Discussion: Dr. Julie St. John, Communications and Outreach Workgroup lead, reported no updates. Ms. Guerrero provided the update for the Training & Certification Workgroup which had recommended the development of a mechanism to share curricula. Ms. Bustos provided an update on discussions within the Workforce Solutions & Employment Opportunities Workgroup, which is reviewing the CHW and Medicaid financing report provided at the July Advisory Committee meeting.

Agenda Item 8: Training Resources for CHWs Working with Veterans and their Families | Presenter Gary Eagleton, Eagle Enterprises

Discussion: Gary Eagleton provided information on promising practices for peer support within service members, veterans and families. Mr. Eagleton shared information on what CHWs need to know in order to work effectively with veterans and their families, including information on local resources, understanding military culture and terminology, common behavioral health issues affecting veterans, and post deployment issues. Training programs can assist by providing continuing education related to veteran's topics. Organizations can assist by making information on services for vets more accessible, providing a link to a peer support network, and supporting CHWs with service experience.

Agenda Item 9: Committee Business

The committee reviewed an application from South Texas College to implement certification training and continuing education for CHWs.

Elias Hernandez, South Texas College, and Katy Nimmons, Texas A&M School of Public Health with the National Community Health Worker Training Center, gave a brief description of the planned CHW Training Program at South Texas College. The Program is commented to:

- Provide quality instruction
- Provide courses to the community
- Work together with other entities that will open doors to the power of knowledge and wellness
- Empower individuals

Kim Bush moved to recommend to DSHS that the South Texas College application to provide certification training and continuing education for CHWs be approved. Bobby Hansford seconded, and the motion was approved with a unanimous vote.

Ms. Bustos yielded to Ms. Bush to conduct the discussion and vote regarding nominations for Committee officers. A self-nomination process was utilized for Committee members to indicate their interest in being considered for the Presiding Officer or the Assistant Presiding Officer position. Two members expressed interest in being considered for the Presiding Officer position and two members expressed interest in being considered for the Assistant Presiding Officer position. The Committee's votes will serve as the basis of a recommendation to the DSHS Commissioner. The DSHS Commissioner will appoint the officers. The Committee was asked to make separate motions for each officer role.

Mr. Eagleton moved to recommend Ms. Bustos for appointment as Presiding Officer and Ms. Guerrero seconded the motion. The motion was approved with a unanimous vote.

Mr. Eagleton moved to recommend Mr. Hansford for appointment as Assistant Presiding Officer and Ms. Bustos seconded the motion. The motion was approved with seven Yes votes and one No vote.

Discussion: Members of the Committee and DSHS staff expressed thanks to Ms. Escobar for her outstanding leadership in serving as Presiding Officer and Assistant Presiding Officer for the Committee.

Next Steps: DSHS staff will submit an action memo to the DSHS Commissioner for appointment of Committee officers.

Agenda Item 10: CHW Program Update | Presenter

Monica Maldonado shared data regarding current certifications, renewal rates and training courses held year to date. Adriana Flores shared the good news from Venus Gines regarding President Obama's letter to celebrate September 16, 2016 as National Promotores de Salud and Community Health Workers Day. The announcement is available on the DSHS website <http://www.dshs.texas.gov/mch/chw/Resources-and-Data.aspx>.

Agenda Item 11: Committee Member Updates

Ms. Bustos asked committee members to describe a community health worker and his/her work that embodies the spirit of a community health worker. Mr. Eagleton shared that a community health worker is someone that represents social justice. Ms. Guerrero noted that a community worker is someone who cares about what you are going through and offers a bridge to services. Mr. Hansford stated that a community health worker is someone who does the simplest things in the most compassionate way consistently. Ms. Bush shared that community health workers have a significant impact on patient lives.

Mr. Muñoz shared information on regional conferences to be hosted by the Texas A&M Colonias Program in San Carlos, San Antonio, Laredo and Corpus Christi in late September and early October. The conferences will offer CHW CEUs free of cost.

Mr. Eagleton announced a Veterans appreciation event that community health workers are supporting in November.

Ms. Guerrero announced the Breast Health Collaborative Conference, a statewide conference taking place in Houston. Community health worker CEUs will be available.

Dr. St. John discussed a National CHW Survey which will inform the development of a CHW textbook. Dr. St. John will send the link to the Committee and DSHS staff to distribute.

Agenda Item 12: New business for consideration at next meeting

The next meeting of the Committee will be held Friday, November 18, 2016 and will also be available via webinar.

Potential agenda items

- Committee accomplishments for 2016 and activities for 2017
- Solicitation process for three member terms that expire in January 2017
- Update on Zika training
- Update on research related to CHWs and Medicaid
- Set dates for Committee meetings in 2017

Agenda Item 13: Adjourn

Ms. Bustos adjourned the meeting at 12:06 p.m.